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From: McGuire, Thomas M (DPH)
Sent: Tuesday, May 08, 2012 4:36 PM
To: Lleshi, Hevis (DPH); Farak, Sonja (DPH)
Cc: Nassif, Julianne (DPH)
Subject: Travel on Coverdell Grant

Sonja & Hevis,

Back in March you both did some travel to receive training. Have you both submitted your travel reimbursement forms? I'm asking because the grant's accounts payable period closes in the next few weeks so if you have not submitted your travel reimbursement please do so immediately.

Thanks